APPENDIX D: Community Capacity Building Glossary

**Adaptability:** The ability to be flexible, willing to change and be non-static.

**Allies:** Two or more people or groups that come together for a common reason.

**Benchmark:** A point of reference from which measurements are made.

**Capacity:** A system’s ability to achieve its mission effectively and to sustain itself over the long term. Capacity also refers to the skills and capabilities of individuals within a system or place, e.g., community.

**Capacity Building:** The process to build and strengthen the capacity of an individual, organization, system or community to define and achieve goals. In this context, the process builds and strengthens the ability of communities and community residents to define and support desired changes in the well-being of children and families.

**Co-Design:** The process and outcome of joint planning, designing, responsibility and goal setting of a project. Co-design is intended to eliminate power dynamics, promote joint ownership and give voice to all involved in the project.

**Collaboration:** The process of individuals or organizations sharing resources and responsibilities jointly to plan, implement and evaluate programs to achieve common goals.

**Community:** A group of people who share common characteristics, interests or values, such as living or working in the same area.

**Community Advocacy:** Changing institutional policies, practices and modes of investment to impact local conditions which impact child development and well-being.

**Community Capacity Building:** A community-centered collaborative process which connects, strengthens and leverages existing local assets and resources of families, and the informal and formal systems which serve them. The process aims to facilitate stronger and new community relationships to promote more effective collective action on behalf of children ages P-5 and their families.

**Community Collaboration:** Supporting development of community-based and social networks to promote relationship building and partnerships among and across parents, other caregivers, residents and other neighborhood stakeholders.

**Community Engagement:** Supporting relationship building and partnerships among and across families, other community members and systems (organizations and networks).
**Community Infrastructure:** Strengthening, connecting and mobilizing local community-based resources (money, time and talent).

**Community Investment:** Mobilizing and connecting external resources (money, time and talent) of nonprofit, for-profit, government, and non-traditional partners to local community-based resources.

**Community Leadership:** Identifying, supporting and developing leaders within and from the local community.

**Community Member:** A community resident or a person who works within a First 5 LA priority community.

**Community Organizing:** A long-term community based approach where the people affected by an issue are supported in identifying problems and taking action to achieve solutions. The process is a means of achieving social change through collective action by changing the balance of power.

**Community Resource And Referral:** Facilitating parents, other community members, providers and systems to offer locally accessible, comprehensive and coordinated referral networks for accessing information and other resources to support children P-5 and their families.

**Core Capacity:** A key community capability necessary to support successful implementation of strategies connected to the approved strategic plan.

**Cultural Competence:** A developmental process, a set of congruent behaviors, values, attitudes and policies that come together in a system or among individuals that enable them to work effectively in cross-cultural situations. The process, which begins with an understanding of historical realities and an appreciation of the community’s assets in its own cultural context, should enhance quality of life and create equal access to necessary resources and services.

**Culture:** The complex whole that includes knowledge, attitudes, values, beliefs, customs and capabilities that characterize an institution, organization, society or group; it includes creative expressions, community practices and material or built forms. Also refers to a person’s subjective view and understanding of the self in context of the cultural realms in which the person belongs.

**Decision Making:** The mental processes resulting in an outcome leading to the selection of a final choice or course of action among several alternatives.

**External Resources:** Nonprofit, for-profit and government resources of time, money and talent that can leverage local community resources.

**Family Engagement:** Promoting greater social networks among families and active engagement of parents and other community members in the informal and formal systems of care that serve children ages P-5.
**Fiscal Sponsorship:** The process of a 501 (c) (3) organization providing support to another legal nonprofit or a grassroots organization in the form of financial and organizational management.

**Grassroots:** Grassroots refers to local organizations and processes that work in, with, for and from the community.

**High Engagement:** The active use of strategies which increase the base of support in a community for a particular issue, encouraging the movement of individuals over time from less into more active engagement support.

**Indicator:** A unit of measurement used to monitor and/or evaluate progress toward or achievement of an outcome.

**Infrastructure:** The basic fundamental structure of a system, organization or community (e.g., material, social, political, financial, cultural, institutional, etc.) which determines how it functions and how adaptable it is to meet future requirements.

**Intensive Support:** Physical, psychological, social and material support given to others that is individualized and comprehensive in nature.

**Intermediary:** An intermediary organization acts as a facilitator between systems. It offers services such as advocacy, information, organizing and capacity building, which enables constituents to connect with other needed services.

**Leader:** A parent, community member or provider who has the ability to guide, direct or influence people or systems.

**Leadership:** The process of social influence by which an individual (parent, community member or provider) or system can motivate a group of people to complete a common task.

**Learning Organization:** An organization or system which intentionally uses comprehensive and participatory learning approaches to ensure that all stakeholders can systematically apply lessons learned to the work and achieve greater outcomes.

**Measurement:** The determination of whether or not an outcome/step has occurred (or how much).

**Organizational Capacity Building:** Providing customized support to strengthen informal and formal community organizations to facilitate greater family and community engagement and to ensure services and resources are high quality, coordinated, accessible and responsive to the assets, needs and interests of families and communities.
**Outcomes:** The results or effects we want to see in the world as a result of our work; may or may not be measurable; higher level outcomes.

**Ownership:** Ownership is the state of responsibility and possession over a thing.

**Parent:** Legal guardian or caretaker for a child ages 0-5; also includes the expectant mother and father of an unborn child.

**Place-Based:** Focusing the mission and directing resources on improving the quality of life of individuals and systems in a specified area.

**Power Relationships:** Describes connections based on sharing and building power, in contrast to privilege and power as a zero sum proposition. Power sharing includes strategically addressing individual behaviors, institutional practices, and public policies to create equity and creating opportunities for everyone involved to feel valued, empowered and fully engaged.

**Principles:** A guiding rule and means of conduct.

**Priorities:** Outcomes/Steps thought to be most important to focus on.

**Process:** A series of actions directed to achieve a goal.

**Provider Systems:** Provider organizations, networks and county departments serving children P-5 and their families.

**Provider Training And Technical Assistance:** Providing customized support to early care and health providers to facilitate greater family and community engagement and to ensure services and resources are high quality, coordinated, accessible and responsive to the assets, needs and interests of families and communities.

**Relationships:** The connections between individuals, amongst systems and between individuals and systems.

**Relationship Driven:** An approach to forming personal relationships as the basis for achievement of common goals.

**Resource Mobilization:** Leveraging fiscal and non-fiscal resources to secure the financial viability of a strategy; the ability of group members to acquire needed resources and progress with their goals.

**Resources:** More broadly, a resource is something that is utilized in the creation of something else. For community capacity building, resources are conceptualized in terms of time, talent and money.

**Role:** A function played by a person or system. Roles are specific and have boundaries.
**Shift:** A shorter-term change that occurs during the transformation process.

**Skills:** An art or technique acquired through practice or training.

**Social Change:** A long term change that improves social conditions or an activity to change the social structure to promote social welfare. Often this means creating new, alternative institutions that will serve people compassionately.

**Social Network:** A large and widely distributed group of people or things such as stores, block clubs, associations or churches that support and communicate with one another and work together as a unit or system.

**Social Service:** Compassionate activity to promote social welfare, especially to help the sick, ignorant, frail, destitute, young, or powerless.

**Social Supports:** The physical and emotional support given by others, such as family members, community members, and others that leads to feeling cared for, respected and valued.

**Stakeholder:** The core constituency to which the majority (90%) of an organization’s resources should be devoted: a) the core members (board and staff) of an organization, collaborative or organization; and b) the key constituency affected day-to-day by the issues addressed by the organization.

**Steps:** Lower level causes/effects (outcomes) which lead to higher-level outcomes.

**Strategy:** A carefully devised plan of action to achieve a goal.

**Strategic Plan:** The organization’s defined direction and goals within a specified timeframe.

**Success:** Success is defined by those that set the goal and the attainment of those goals. Oftentimes, success cannot be measured in tangible means.

**Sustainability:** The capacity of a system or community to endure over time; can also include the concept of being able to meet the needs of the present generation without compromising the ability of future generations to meet their own needs.

**Systems:** Formal and informal organizations and networks serving children P-5 and their families.

**Target:** Level of an indicator, i.e., the specific amount of change desired.

**Theory of Change:** A theory of change defines an organization’s steps and logic required to bring about sustainable change.
**Tool:** Any strategies, plans, handouts, exercises, questionnaires and methods used to achieve specified goals. May either be content or process specific.

**Transformation:** Transformation is a permanent change.

**Values:** The characteristics that individuals, organizations and communities hold to be important.

**Work Plan:** An implementation tool that documents responsible parties, tasks, outputs, and short, intermediate and long-term outcomes within a specified timeline to achieve a project goal.